

April 13, 2017 Budget Work Session

A special meeting of the Council of the City of Martinsville, Virginia, was held on April 13, 2017, in Council Chambers, Municipal Building, at 6:00PM, to conduct a budget work session with Mayor Gene Teague presiding. Council Members present included: Mayor Teague, Vice Mayor Chad Martin, Council Member Kathy Lawson, and Council Member Sharon Brooks Hodge. Council Member Jennifer Bowles was not present. Staff present included: City Manager Leon Towarnicki, Clerk of Council Karen Roberts, Assistant City Manager Wayne Knox, City Attorney Eric Monday, Finance Director Linda Conover, Public Works Manager Chris Morris, Garage Manager Lane Shively, Sheriff Steve Draper, Registrar Cindy Barbour, Commissioner of Revenue Ruth Easley, Clerk of Court Ashby Pritchett, and Treasurer Cindy Dickerson.

Mayor Teague opened the meeting.

Amanda Witt, representing CPEG requested the same funding and will expand efforts to meet the needs of the small business community. Witt explained the expansion of CPEG and plans for the Incubator, stating they will continue to mentor small businesses even if they don't participate in the program.

Tanya Verlik, Social Services Director stated 85.5% of funds come from state/federal with 15.5% from local funding. 20% of local residents are living in poverty. Social Services served 60 children in foster care, 261 children received child care benefits, and they prevented 119 families from separation. They received 405 validated complaints involving 558 children. Verlik detailed the adult programs such as eviction and electric cut-off notices. Over 7,000 households receive benefits including SNAP, TANF, etc. The County has approved requested funding; if the City does not approve the requested increase then Social Services would lose approximately \$500,000 in Federal and State funding.

4/13/2017



Henry-Martinsville Social Services Budget Presentation FY 2018

Tanya Varick, Director
Ioni Temple, Assistant Director
Lisa Thompson, Benefit Programs Manager
Bonnie Covington, Administrative Services Manager

Role in Community

- Social services is state-supervised and locally-administered.
- 120 local agencies in the Commonwealth.
- HMDSS consists of 95 full-time employees and one part-time position
- "Our goal is to promote the well-being of our citizens through the delivery of essential services and benefits to ensure families are strengthened, and individuals achieve their highest level of self-sufficiency" (VDSS, 2015)

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4/13/2017

Community Profile

- 65,526 Total Population
 - 13,207 or 20% People of all ages living in poverty in Henry County and City of Martinsville
 - 4,268 or 32% Children (under age 18) living in poverty in our locality
- 14.8% in Piedmont Region
11.2% Statewide
- 20.9% in Piedmont Region and 15.0% Statewide

(Local Departments of Social Services Profile Report, SPY 2010)

FY 16 Accomplishments (Service Programs)

Children & Families

- ❖ 60 Children in Foster Care (7 City children currently)
- ❖ An average of 261 children were served through child care benefits
- ❖ 119 Families served through prevention and support services
- ❖ 919 CPS complaints received
- ❖ 405 CPS complaints validated
- ❖ 558 children involved
- ❖ 42 CPS On-going cases initiated.

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4/10/2017

Accomplishments - Services (continued)

Adults

- ❖ 1,169 individual seen through emergency fund program (561 were Martinsville residents - approximately city residents 128 were assisted financially)
- ❖ 280 APS complaints received
- ❖ 210 APS complaints investigated
- ❖ 829 average number of screening for long-term care services
- ❖ 125 average monthly household participants in the VIEW program with 58 full-time employed and 9 part-time employed
- ❖ 64 active SNAP-ET participants (8 full-time employed and 22 part-time)

Accomplishments - Benefit Programs

SNAP

- ❖ Served an average of 7,590 households per month or 15,328 individuals.

Issued \$21.8 million in SNAP benefits during FY 16

TANF

- ❖ 381 average cases under care per month
- ❖ 838 average recipients per month

\$1.1 million annual benefits

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4/10/2017

Accomplishments - Benefit Programs (continued)

Medical Assistance

- ❖ 3,669 applications received
- ❖ 17,299 avg. monthly recipients
- ❖ 11,874 families and children
- ❖ 4,404 adult-only recipients
- ❖ 1,023 avg. recipients for Long Term Care

\$95 Million in benefits to community for medical assistance

Energy Assistance

- ❖ 3,697 total FUEL applications
- ❖ 547 CRISIS applications
- ❖ 2,172 Cooling applications

\$1.7 Million in Energy Assistance

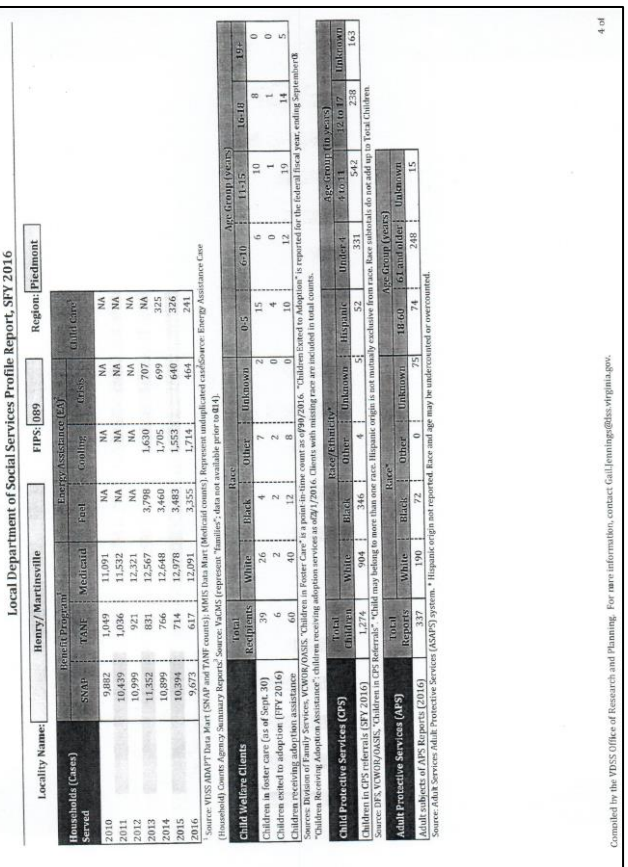
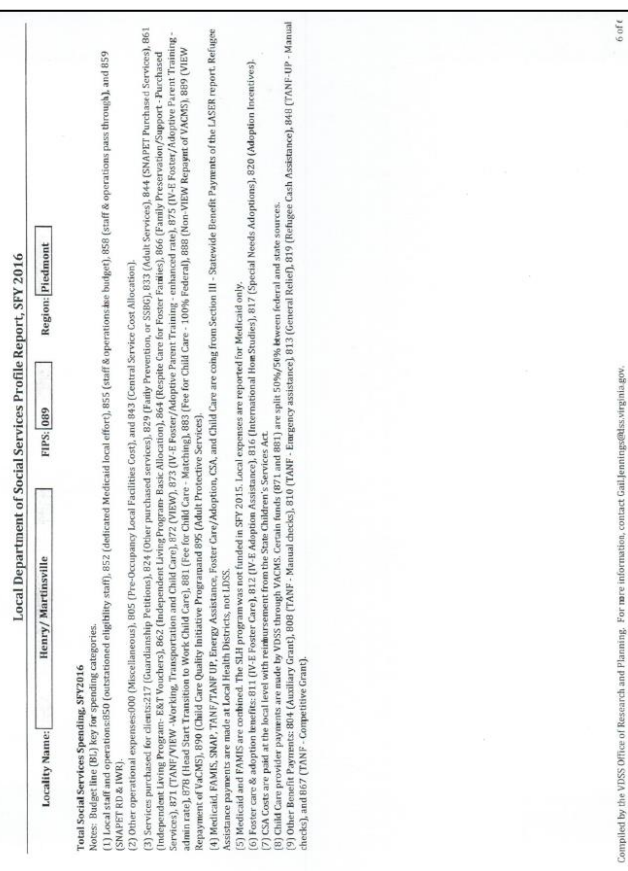
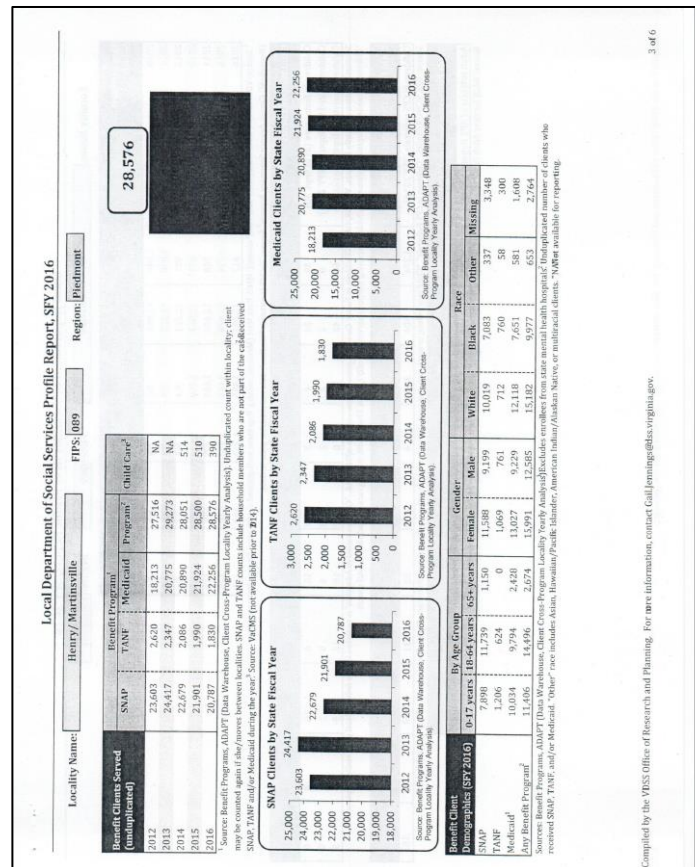
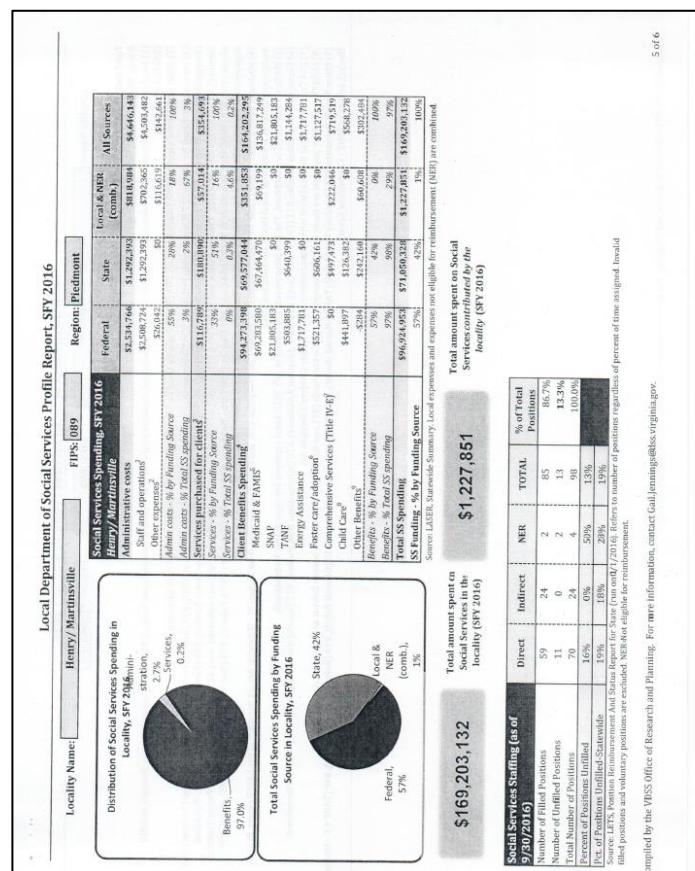
Community Benefits

Medical Assistance	\$95,296,000
SNAP	\$21,811,892
TANF	\$1,142,922
Energy Assistance	\$1,716,536
Foster Care	\$483,091
Day Care	\$568,278
Adoption Assistance	\$672,011
Adult Services	\$40,572
Emergency Assistance	\$44,760
Employment Services	\$240,839
Family Support Services	\$43,197
Operations	\$181,370

Grand Total \$122,541,850

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Rick Ward and Cecil Holland, representatives of Library detailed the programs and benefits of the Library and asked for level funding. Council Member Hodge asked



why outside agencies are not expected to make cuts like other City departments. Mayor Teague explained that the City and the County are under a contractual agreement regarding funding for the Library. Ward explained if the locality cuts funds, the state will cut fund.

Martinsville Library

Statistics for July 2015 through June 2016

- 88,314 Visits
- 17,180 Library Card Holders
- 126,163 Items Circulated (Books, DVDs, Audio)
- 26,608 Hours of Internet and Wireless Computer Use
- 5,865 Reference Questions Fielded
- 929 New Patrons Added
- 25 Computer Classes
- 140 Participants in Beginning and Intermediate Computer Classes
- 535 Library Programs (Children and Adult)
- 13,106 Participants in Library Programs

Library Board of Trustees

Henry County

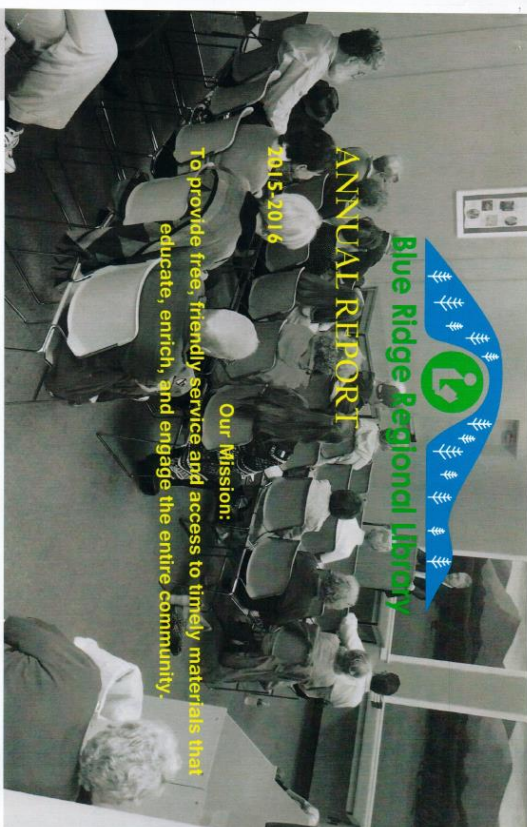
Margaret Caldwell
Betsy Haskins
Kathy Hodges
Carol Meyer
Mary Campbell Stromire

Martinsville

Bill Kirby
Mary Ruth Reynolds

Patrick County

Janet Deniray
Linda Wilson



Google can bring you back 100,000 answers, a librarian can bring you back the right one.

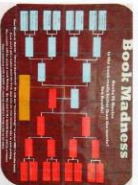
-Neil Gaiman

Library Reading Games

Blind Date with a Book
Don't Judge a Book
by its Cover



Books Versus Movies



Library Mystery Book
Crime Scene



Library Story-Time

Maplewood
Mother Goose
on the Loose
Story-Time



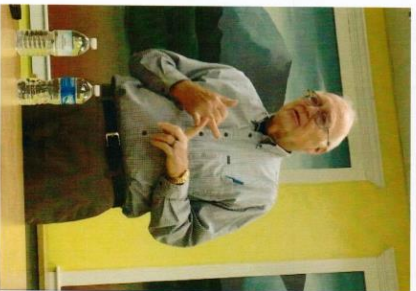
Albert Harris
Elementary
School
Boys and Girls
Club Class
Celebrating the
United Way's Day
of Reading

Health and History

Barbara Watson and Anthony
Adams with Coalition of Health
and Wellness check blood pressure
for our patrons and guests.



Colin Ferguson,
a longtime professor of history,
offers a series of History Lectures.



Plans and Hopes for 2017-2018

Portable Computer Lab



- Free for Children 18 and Under
- Healthy meals served in a safe and fun environment
- No application needed
- Basic and intermediate classes
- Computer literacy for job seekers
- K-12 projects
 - Coding
 - Maker spaces
- Local history archives
- Webinars

The Library Benefits the Community

Computer and Internet Access



Story-Time and Toys



Variety of Books



Something for the Whole Family—and It's Free!



Library Activities 2017-2018

- Sit and Be Fit Exercise
- Book Bingo
- Crochet and Knitting Classes
- Chess Club
- Lego Club
- Saturday Family Movie





Representative of the Health Department were present to request level funding, sharing that the Zika door-to-door campaign was very successful. Representatives explained the current budget and grants and the effect that retirees and replacement hires would have on level funding.

JR Powell provided a 2016 summary printout for the award winning 911 dispatch center including upgrades and equipment replacement in addition to upgrades expected in the coming year.

Henry County Administration Bldg
3300 Kings Mountain Rd
P.O. Box 7
Collinsville, VA 24078-0007

MARTINSVILLE
HENRY COUNTY



9-1-1

JR Powell, Director
jrpowell@co.henry.va.us
(276) 638-8751

Your Martinsville-Henry County 911 Center experienced another busy but successful year in 2016. As with many agencies, over the years we have worked hard to do more with less. Understanding the local economy and always searching for methods of funding mission critical projects. Over the past 9 years, we have been blessed to have searched, applied for, and been awarded \$1.26 million dollars in grants used to implement, maintain and/or replace mission critical systems within the 911 Center. We rank our team of 911 professionals second to none. For three consecutive years, team members within our 911 Center have received the Virginia Office of EMS Telecommunicator of the Year Award, one of which went on to receive the Governor's Award. We are a team, dedicated to serving as the vital link between the citizens and visitors of Martinsville and Henry County, and the Public Safety Organizations through responsiveness and technical excellence.

2016 Summary

- 140,042 Total incoming calls received by the Martinsville-Henry County 911 Center.
 - 7,002 calls processed by each Emergency Medical Dispatcher.
(In comparison, the national average of calls processed per dispatcher annually for a locality our size is 5,200.)
- 84,543 Incidents dispatched, monitored and supported for our police, fire and EMS agencies.
(In comparison, the national average is 54,000 incidents dispatched annually for a locality our size.)
 - 2,040 Fire - MFD 344 (17%), Henry County 1,696 (83%)
 - 9,954 EMS - MFD 2,674 (27%), Henry County 7,280 (73%)
 - 72,549 Law Enforcement- MPD 24,486 (34%), MSO 2,003 (3%), HCSO 46,060 (63%) 84,543
- Serving a total of 18 Fire, EMS and Law Enforcement Agencies
 - 9 Fire, 6 EMS, 3 Law Enforcement
(In comparison, the national average is 12 agencies for a locality our size.)
- 9,954 Emergency Medical Dispatch Calls
 - Provided lifesaving emergency medical instructions over the phone.
- Replaced the 911 Radio Dispatch System in 2016 (GCS Electronics)
- Replaced the 911 Audio Recording System in 2016 (Carolina Recording)

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On the Horizon

The world of 911 as we have known it locally for the past 28 years is changing all around us. With the ongoing deployment of Next Generation 911 (NG911) across the nation, changing from copper phone lines to IP based networks that will allow us to receive pictures, videos and other media types. Also utilizing our accurate GIS data to determine caller location instead of an address point on a map that we use today. Technologies such as FirstNet, smart homes and smart cities are all on the horizon and that is why it is so important locally to stay on top of these advancing technologies.

- In 2016 the Martinsville and Henry County GIS data was analyzed by VITA as part of a test by the Commonwealth to determine how prepared we are for NG911. Our local GIS data scored very well.
- We continue to participate in ongoing discussions related to NG911, including funding models, how NG911 will be deployed, discussion around ESNet (Emergency Services Intelligent Network) and others.
- Currently participating in a Regional Grant from VITA for \$464,000.00 to deploy IP based Text to 911. (Stepping stone into NG911 network.)

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Cost Sharing Formula between City of Martinsville and Henry County

Henry County			
Population 2016:	52,352 *	79.45%	
No. of access lines:	14,086 **	64.49%	
Calls-for-service 2016:	55,036 ***	65.10%	
		70%	
City of Martinsville			
Population 2016:	13,544 *	20.55%	
No. of access lines:	7,755 **	35.51%	
Calls-for-service 2016:	29,507 ***	34.90%	
		30%	
Total Population Served:	65,896		
Total access lines verified:	21,841		
Total Calls-for-service for 2016:	84,543		
Last updated 1/30/2017 by JR			

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Martinsville-Henry County 911 (Budget Costs Allocation)

- Detailed budget provided with notes for Council's review.
- \$1,748,357.00 FY'17/18 911 Center proposed budget.

	Total	City	County
Percent of Shared Costs	100.00%	30.00%	70.00%
Total Cost 911 Operations	\$1,748,357		
Less VA Wireless 911 Tax	-\$147,000		
Sub Total	\$1,601,357	\$480,407	\$1,120,950
Less State Comp Board	-\$195,075	\$45,455.00	\$149,620.00
Locality's Net Costs	\$1,406,282	\$434,952	\$971,330

- City share decreased 5.5% or \$25,431 from FY'16/17
- County share increased 16.6% or \$138,376

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DATE	DESCRIPTION	COUNTY OF HENRY COUNTY	FISCAL YEAR	NEXT YEAR BUDGET ANALYSIS	2016 ACTUAL	2017 OGLD BUD	2017 ACTUAL	2017 PROJECTION	2018 ADMIN CHANGE
03/20/2017 09:59	01000000	CENTRAL DISPATCH FUND							
		ACCOUNTS FOR:							
		INFORMATION SERVICES & MAINT.							
		Treasurer			10,376				
		Human Resources			5,260				
		Total			\$29,938				
		FOR FY 2017							
		Note: Allocated From FY14 Core Allocation Plan							
		Buildings/Grounds			8,943				
		Information Services & Maint.			11,162				
		Finance			1,394				
		Human Resources			1,972				
		Total			\$23,371				
		FOR FY 2016							
		Note: Allocated From FY11 Core Allocation Plan							
		Audit			2465				
		Buildings/Grounds			9,445				
		Purchasing			3,445				
		Information Services & Maint.			30,122				
		Treasury			1,122				
		Finance			3,418				
		Human Resources			2,727				
		Total			\$27,727				
		FOR FY 2016							
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Jack Hanbury, Vice President of Patrick Henry Community College presented a slide show detailing the college history and current building addition which would offer a cooperative relationship with local facilities to accommodate equipment and allow space to train.

Ruth Easley, Commissioner of Revenue explained payroll increases that were approved previously by Council and the State along with a reduction in budget for the Assessor's office since the coming year is not a reassessment year.

City Treasurer Cindy Dickerson requested an increase in office supplies to accommodate increased mailings and correspondence with the public.

Registrar Cindy Barbour explained there are no major budget changes from the previous year. There will be a dual primary this year in June with elections every November. However, some voting machines will need replacement in 2020 to meet ADA compliance.

Ashby Pritchett, Circuit Court Clerk's office detailed the reimbursements from grants. Pritchett explained the increase of the full-time budget line is related to the office employees becoming master certified, however the state will provide an annual supplement for those certified clerks. Pritchett explained budget decreases by partnering with the Supreme Court which provides better access across the board with all Clerk offices.

Sheriff Steve Draper explained that staffing standards are based on Virginia Sheriff's recommendations. The department had 6 retirees and 2 resignations this past year. Draper detailed reasons for increases or decreases of each line item. He also explained projects completed by the Jail Annex this past year. Finance Director Linda Conover detailed the revenue specifics for the Sheriff's Department.

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Sheriff's Office

Budget History

	2016 Act.	2017 Org.	2017 Proj	2018 Req	
Reduction	3,902,007	3,777,741 (124,266)	3,623,397 (154,344)	3,716,064 (61,677)	60%
		3.18%	7.1%	1.63%	
State Funded	2,235,681	2,235,681	2,235,681	2,235,681	60%
Local Funded	1,666,326	1,542,060 (124,266)	1,387,716 (154,344)	1,480,383 (61,677)	40%
		7.46%	16.72%	4.00%	

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April 13, 2017 Budget Work Session

capital priorities would be the intercom system, the cameras and the lock door system. Towarnicki asked department heads to provide capital needs so that the Capital committee could go through the list once they know how much money is available, with a consensus on how to allocate the available funds; only 1/3 of the requested list will be funded. Based on the list, Towarnicki explained which items would need to be priority but voting machines, computer equipment, security system, records management system, roof issues, fuel dispensers at the garage need upgrading. Mayor Teague suggested looking at reduction of fleet vehicles and potentially paying mileage. Shively said overall the fleet is in good condition with only a few replacement vehicles needed.

1/2 Ton Pick-up - call truck	1	26,000	100,000	100,000	100,000	100,000	00,000
Water Reel - new/upgrade-Maint.	1	50,000	100,000	15,000			
Reservoir Road & Parking Repair (materials cost)		50,000	50,000				
Work Portion		15,000		15,000			
Water Pump Tank Outside		250,000	250,000	180,000			250,000
Water Pump Building		400,000		15,000			
Water Pump Tank - WTP		15,000		20,000			
SCADA/PLC System Upgrade - WTP		20,000		75,000			
Service Truck - Maintenance		75,000		250,000			
Replace Water Line Corn Tassel Trail		250,000		150,000			
Plant by Tank inside		150,000					
TOTAL WATER FUND:		1,942,000	367,000	625,000	350,000	250,000	350,000
DEPARTMENT:		5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
SEWER FUND:							
6" Portable Trash Pump WWTP	1	40,000	40,000	200,000			
Sludge Dewatering equipment **2yr7 50/50 Y18 & 197	1	400,000	200,000	60,000	60,000		
**placeholder for now; dependent on County re-opening decision							
Contract Sewer Replacement - Inflow Red - Maint	1	180,000	60,000	15,000	15,000		
Marble Replacement - Inflow Red - Maint	1	45,000	15,000	100,000			
Engineering work for WWTP Upgrade		100,000	100,000	75,000			
Rebuild #2 Chlorine Contact Tank		75,000	35,000				
2 Ton Dump Truck - Construction		35,000					
Tractor for Cleaning Right-of-Ways		100,000					
Plant #1 & #2 Secondary Clarifiers		400,000					
Relocate Sewer - Commonwealth Blvd - Construction		150,000					
Prepare Aeration Tanks for Temp Use		400,000					
Relocate Lagoon Line		150,000					
Backhoe New Ireland		100,000					
Backhoe New Ireland		35,000					
TOTAL SEWER FUND:		2,160,000	315,000	585,000	575,000	450,000	235,000
DEPARTMENT:		5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
ELECTRIC FUND:							
Line Replacement & New Projects	1	510,000	100,000	100,000	100,000	100,000	110,000
replace 02 Dutch Witch Trencher/Backhoe	2	80,000	80,000				
**current not big enough, can be transferred to Telecom if replaced							
Replace Station Transformers	1	500,000	100,000	100,000		100,000	100,000

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CAPITAL REQUESTS FOR FY18 - FY22	RANK	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
DEPARTMENT:							
REFUSE FUND:							
construct in-situ thermal desorption for solvent pits	1	585,000	550,000	35,000	80,000	175,000	375,000
replace 00 Ford P/Mor F750 #8927 **spread over two yrs		160,000					
replace 00 Volvo Front load #6406		250,000					
replace 89 Mack Roll-off Truck #8982		175,000					
60K hour major overhaul for LF engine/generator		375,000					
TOTAL REFUSE FUND:		1,945,000	550,000	115,000	330,000	175,000	375,000
DEPARTMENT:		5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
TELECOM/FIBER/INNET:							
3 VME 4800	1	39,000	19,500	19,500			
Replace '99 Ford Explorer #8924 (Randy)	1	30,000	30,000				
Electronic Switch Manager	1	12,000		12,000			
1 Optical Time Domain Reflectometer (OTDR)	1	16,500		10,500	10,500	10,500	10,500
(2) CYAN233 Optical Switch for Customer Base	1	42,000		17,500	17,500	17,500	17,500
Edge Switch Replacement 5 per year	1	87,500		185,000	185,000	145,000	145,000
Physical Plant Expansion	1	845,000	120,000	120,000	120,000	120,000	120,000
Carrier Grade Telephone Switch	1	600,000	32,000	32,000	32,000		
IP Office or Equipment	1	96,000		50,000	50,000		
Cyan 277		100,000					
Replace '98 Ford Taus Wagon (Jared)		32,000		32,000			
Replace '96 Utility Van #8211 (Roger)		31,000			31,000		
Trencher (Used)		27,000					
Boring Machine		120,000				27,000	
TOTAL TELECOM/FIBER/INNET:		2,078,000	420,500	475,500	445,000	440,000	293,000
DEPARTMENT:		5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
WATER FUND:							
Summitview Tank	1	90,000	90,000				
**Hope to eliminate this tank, but if so funds would be needed elsewhere							
Replace Finish Pump #1 - WTP	1	55,000	55,000				
Replace 02 Dutch Witch Trencher/Backhoe	2	32,000	32,000				
Slope Meter for Dam	1	14,000	14,000				
Trailer for Construction Crew	1	14,000					

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DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
SHERIFF:						
Vehicle replacement (2 cars) - cost includes outfitting	200,000	80,000				
Security Upgrade - Jail	200,000	200,000				
Heat Pump Mares St	6,050		6,050			
Additional Jail Space	350,000			350,000		
Hydrostrapping business (signs)	170,000			250,000		
Repair Cell Block Doors - Jail	250,000					
Planning Study for Additional Jail Space	110,000				110,000	
Industrial Washers	7,800				7,800	
Industrial Dryer	5,500				5,500	
**Washers & dryer will most likely come from inmate fund, not capital, as feed arises						
TOTAL SHERIFF:	1,293,350	280,000	6,050	850,000	123,300	40,000
DEPARTMENT:						
UTILITY BILLING:						
Fireproof the cabinets	7,000	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
Customer Billing Software System	20,000			7,000		
Office Desks (2 desks) - non-capital equipment	6,000			6,000		
TOTAL UTILITY BILLING:	33,000	20,000	-	13,000	-	-
DEPARTMENT:						
PARKS & RECREATION:						
Replace 90 New Holland 60" mower w/45703	15,000	15,000				
Replace 90 New Holland 60" mower w/45703	15,000	15,000				
Contract ADA compliant restrooms at Southside	50,000	50,000				
**3 "trust" in order to support tournaments - popular location for traveling teams						
Renovate restrooms @ Wilson, chairman, Baldwin-Crew	80,000	40,000				
**2 yr project - 2 parks in FY18 & 2 parks in FY19						
slurry seal Southside parking lot (top & bottom)	37,000		37,000			
replace 72 JD 850 tractor/blade #1983	25,000		25,000			
rebuild restrooms in parks (ADA compliant)	40,000		10,000			
replace outdated playground equipment	40,000		10,000			
replace 06 Torc 48" zero turn mower #6932	10,000		10,000			
replace 71 JD 820 tractor w/ bush hog #1991	25,000					25,000

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Gunter repair - 4 Hydro Dam Automation, 1st Lake @ Hydro	1	100,000	100,000			
replace 97 1020 Ditch Witch trencher (walk behind)	13,500		13,500			
Replace 40' Bucket (T-4) 98 C7500 2yr project-1st Half	130,000	65,000	65,000			
SCADA system update - 2yr project - 2nd half	150,000	150,000				
Mulberry OH to UG	1	200,000	100,000	100,000		
Single bucket truck T-24	190,000		190,000			
Ti-Annual Substation Maintenance	240,000		120,000	45,000		
replace 06 1/2 T pickup Ford F-150 (T-5)	45,000					
Replace Fault Locator	25,000			25,000		
Replace 2006 55 Bucket Truck	195,000			195,000		
Replace 07 50' Digger Derrick	220,000				220,000	
Upgrade Meter Test Set	30,000				30,000	
Painting of Exterior Dam & Plant	35,000					35,000
TOTAL ELECTRIC:	2,793,500	725,000	733,500	520,000	450,000	385,000
TOTAL UTILITY FUND REQUESTS:	10,518,500	2,377,500	2,537,000	2,221,000	1,765,000	1,618,000

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DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
TRAFFIC SIGNALS:						
10 - Video Detection Units	325,000	65,000	65,000	65,000	65,000	65,000
Pre-emption Units	57,500	11,500	11,500	11,500	11,500	11,500
15-2 Cabinet	110,000	22,000	22,000	22,000	22,000	22,000
15-2 Cabinet	110,000	22,000	22,000	22,000	22,000	22,000
15-2 Cabinet	110,000	22,000	22,000	22,000	22,000	22,000
TOTAL TRAFFIC SIGNALS:	667,500	120,500	120,500	120,500	120,500	120,500
DEPARTMENT:						
COMMISSIONER OF REVENUE:						
Replace 04 Ford - assess/auditors car - "rec'd upgrade"	22,632	-	5,658	5,658	5,658	5,658
(2) PCs & (2) printers "MIS to provide"	22,632	-	5,658	5,658	5,658	5,658
TOTAL COMMISSIONER OF REVENUE:	45,264	-	11,316	11,316	11,316	11,316
DEPARTMENT:						
SENIOR SERVICES:						
replace 10 minivan w/lt #7028 (20% City match)	8,000		8,000			
replace 02 Dodge 350 van w/lt #6988 (20% City match)	9,000		9,000			
Matching funds - replace 06 18-pass bus w/lt	15,000			15,000		
Road repainting/sealing	15,000					
TOTAL SENIOR SERVICES:	47,000	-	17,000	15,000	7,500	7,500
DEPARTMENT:						
MANAGEMENT INFORMATION SERVICES:						
- 50 PCs per year / 2 servers	750,000	150,000	150,000	150,000	150,000	150,000
All equipment maintained by MIS department	750,000	150,000	150,000	150,000	150,000	150,000
TOTAL INFORMATION SERVICES:	1,500,000	300,000	300,000	300,000	300,000	300,000
DEPARTMENT:						
POLICE DEPARTMENT:						
Police cars (2 marked, 2 unmarked)	384,000	128,000	64,000	64,000	64,000	64,000
Police cars #704, #724, #807, #7050	250,000					
Mobile Command Center	100,000					
Shel Van	100,000					

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replace 00 1/2 gator 4x2 #6806	20,000	20,000				
slurry seal - 1st Lake Baldwin Pk. & Spruce St.	20,000	20,000				
replace their picnic tables	15,000					
roof replacement on picnic shelters	16,000					
replace lights at Southside ballfields	300,000					
TOTAL PARKS & RECREATION:	698,000	105,000	127,000	53,000	63,000	360,000
DEPARTMENT:						
PUBLIC WORKS:						
Pool car replacements (2)	1	25,000	25,000			
replace wide format scanner in Engineering Dept.	1	12,000				
**considered a "trust" - no backup equipment						
replace 96 Chevy Utility Body Traffic signs #6105	48,000	48,000				
replace 96 GMC crew cab #6404 (female crew)	32,000	32,000				
replace 92 JCB 444 Backhoe #5719	120,000			120,000		
replace 95 Amel messenger board #6106	16,000					
replace 01 JD tractor and fuel mower #6808	46,000	16,000				
**fall mowers need to be replaced now, tractor later						
replace 00 F650 dump truck #6833	80,000		80,000			
replace 88 Lee Boy paving machine #1438	65,000		65,000			
replace 92 Chevy 2 1/2 T loaded dump truck #5717	70,000		70,000			
replace 96 F550 crew cab utility truck/concrete #6142	32,000					
replace 88 PWC sprayer #1331	20,000					
replace 88 PWC sprayer #1332	20,000					
replace 07 F650 dump truck #6141	150,000			150,000		
replace 97 F650 dump truck #6141	90,000			90,000		
replace 97 F650 dump truck #6141	55,000			55,000		
replace 06 F550 dump truck #6141 (bulk pickup)	45,000			45,000		
replace 87 Sullair air compressor #1335	20,000			20,000		
replace Chevy Engineering survey van #6133	45,000					
replace 90 Michigan loader #5184	175,000					
replace 98 Freightliner road tractor #6385	60,000					
replace 83 concrete floor saw #4118	10,000					
replace 99 Tarrant leaf vacuum #6215	35,000					
replace 00 F650 dump truck #6832	95,000					
replace 02 F650 dump truck #6855	95,000					
replace 00 Chevy 3500 util. truck #6930 (traffic signs)	60,000					
TOTAL PUBLIC WORKS:	1,591,000	139,000	357,000	520,000	325,000	250,000

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DEPARTMENT	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
INSPECTIONS:						
4x4 3/4 ton crew cab pickup	35,000	35,000				
Car - Building Official	25,000				25,000	25,000
Car - Deputy Building Official	25,000				25,000	25,000
TOTAL INSPECTIONS:	85,000	35,000	-	-	25,000	25,000
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
CITY HALL:						
Rehab building exterior, clean, caulk, seal brick, paint	120,000	60,000	60,000			
**To be funded 50/50 - FY18 & FY19						
Upgrade security (includes Comm Atty)	21,000	7,000	7,000	7,000		
Rebuild building interior, painting, signs, etc.	20,000		20,000			
Rebuild Trane water cooled chiller Adm Bldg	45,000			45,000		
Renovation/Replacement of Elevators	250,000				125,000	125,000
Replace air handling units, updated 16/16 from 20K	85,000			85,000		
Repair earthquake damage, caulk & paint	50,000		25,000	25,000	5,000	5,000
Upgrade electrical switchgear	20,000		5,000	5,000		
TOTAL CITY HALL:	611,000	67,000	117,000	167,000	130,000	130,000
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
COMMUNICATIONS:						
Replace radio & video equipment in Council Chambers	100,000	-	50,000	50,000	-	-
TOTAL:	100,000	-	50,000	50,000	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
TREASURER:						
Formax Steelflex Opener	16,000		16,000	5,000	5,000	5,000
2 PCs w/printers (if IT cannot provide)	20,000	-	5,000	5,000	5,000	5,000
TOTAL:	36,000	-	21,000	5,000	5,000	5,000

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In Car Cam's (2 units)	44,990	11,000	11,000	11,000	11,000	11,000
License Plt. - leader (LPR)	5L 3	7,500	13,500	13,500	13,500	13,500
Exterior Signage	7,500					
**trying to do in current year						
IBR Server	50,000	15,000	25,000	25,000		
Cobian Server	30,000		15,000			
2000 split FY18 & FY19	106,944	35,646	35,646	35,646	25,000	
RAIDBACKS Upgrade - ongoing 5 yr through FY20	25,000					
**move this to general fund expense, \$5000 in FY18						
Fireing Bange Improvements			25,000	25,000		
TOTAL POLICE DEPARTMENT:	1,051,444	210,548	439,148	274,148	113,500	88,500
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
FIRE DEPARTMENT:						
Plant Station 1 & 2	10,000	10,000				
4x4 3/4 ton crew cab pickup - Truck 1	35,000	35,000				
Replace Gear Lockers - Station 1 & 2	16,000		16,000			
Recall/Recall Roof - Station 2	10,750					
Replace Roof Shingles - Station 2	30,000		30,000			
Engine 3	300,000		100,000	100,000	100,000	100,000
4x4 3/4 ton crew cab pickup - Ops	35,000					
TOTAL FIRE DEPARTMENT:	486,750	45,000	91,750	100,000	100,000	100,000
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
EMS:						
Replace Medic 1 **done with FY17 special appropriation**	-					
ECODifferentiators	60,000		60,000			
Refurbish Medic 2	175,000					
Refurbish Medic 3	125,000			125,000		
TOTAL EMS:	360,000	-	60,000	125,000	-	175,000
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
SAFETY:						
4x4 3/4 ton crew cab pickup - EM Coordinator	35,000				35,000	
TOTAL SAFETY FUND:	35,000	-	-	-	35,000	-

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DEPARTMENT	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
WPCDC COMPLEX:						
Rehab building exterior, replace rear panels, paint	50,000	7,500	25,000	25,000		
roof rehab to seams, attachments, caps	7,500					
HVAC - system needs upgrade - too old	92,000					
TOTAL:	149,500	95,500	25,000	25,000	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
HOOVER FIELD:						
add ADA compliant bathroom	50,000	50,000				
HVAC Improvements to club house	7,500		7,500			
TOTAL:	57,500	50,000	7,500	-	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
4TH ST OFFICE BUILDING						
FORWARD HOUSING OFFICE BUILDING	20,000		20,000			
Rehab/repair roof	20,000	-	20,000			
TOTAL:	20,000	-	20,000	-	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
REGISTRAR:						
Voting Machines - mandated by Nov 2020 election	90,000	30,000	30,000	30,000		
**budget over 3 years - FY18, FY19, FY20						
TOTAL:	90,000	30,000	30,000	30,000	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
COMMUNITY DEVELOPMENT:						
No requests at this time	-					
TOTAL:	-	-	-	-	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
GENERAL FUNDS:						
	8,161,676	1,332,148	1,630,106	2,643,306	1,193,458	1,537,158
GRAND TOTAL ALL FUNDS:	18,680,176	3,709,548	4,167,106	4,764,306	2,956,458	3,155,158

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DEPARTMENT	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
FINANCE						
No requests at this time	-					
TOTAL:	-	-	-	-	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
HUMAN RESOURCES:						
No requests at this time	-					
TOTAL:	-	-	-	-	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
CIRCUIT COURT CLERK						
No requests at this time	-					
TOTAL:	-	-	-	-	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
PURCHASING:						
No requests at this time	-					
TOTAL:	-	-	-	-	-	-
DEPARTMENT:	5 YR COST	REQUESTED 2018	PLANNED 2019	PLANNED 2020	PLANNED 2021	PLANNED 2022
GAZARDWAREHOUSE COMPLEX:						
Upgrade bedrock security cameras @ Warehouse	12,500	12,500				
replace old bedrock security cameras	18,000	18,000				
replace old bedrock security cameras	8,000			8,000		
wash rack for garage to meet DEQ standards	50,000				25,000	25,000
upgrade office doors	10,000			5,000	5,000	10,000
TOTAL:	108,500	30,500	13,000	5,000	25,000	35,000

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Cigarette Tax Rates Source: Individual Virginia City Websites			
Locality -- Cities	2014 Tax Rate (Per Pack)	2016 Tax Rate (Per Pack)	FY 2018 Proposed Tax Rate (Per Pack)
Alexandria	\$0.80	\$1.26	
Bristol	N/A	\$0.17	
Buena Vista	N/A	N/A	
Charlottesville	\$0.35	\$0.55	\$0.55
Chesapeake	\$0.50	\$0.50	
Colonial Heights	N/A	N/A	
Covington	\$0.30	\$0.30	
Danville	N/A	N/A	N/A
Emporia	N/A	N/A	
Fairfax	\$0.85	\$0.85	
Falls Church	\$0.75	\$0.85	
Franklin	\$0.60	\$0.50	
Fredericksburg	\$0.31	\$0.31	
Galax	N/A	N/A	
Hampton	\$0.80	\$0.85	Unavailable
Harrisonburg	\$0.30	\$0.30	
Hopewell	N/A	N/A	N/A
Lexington	N/A	N/A	
Lynchburg	\$0.35	\$0.35	\$0.35
Manassas	\$0.65	\$0.65	
Manassas Park	\$0.50	\$0.50	
Martinsville	\$0.20	\$0.20	\$0.30
Newport News	\$0.85	\$0.85	\$0.85
Norfolk	\$0.80	\$0.85	\$0.85
Norton	\$0.15	\$0.15	
Petersburg	\$0.10	\$0.90	
Poquoson	\$0.20	\$0.20	\$0.90
Portsmouth	\$0.90	\$0.90	\$0.90
Radford	\$0.15	\$0.15	
Richmond	N/A	N/A	N/A
Roanoke	\$0.54	\$0.54	Unavailable
Salem	\$0.15	\$0.45	
Staunton	\$0.30	\$0.30	
Suffolk	\$0.50	\$0.75	
Virginia Beach	\$0.70	\$0.75	
Waynesboro	\$0.20	\$0.20	
Williamsburg	\$0.30	\$0.30	
Winchester	\$0.35	\$0.35	\$0.53

Counties are prohibited from taxing cigarettes with the exception of counties that are a part of the Northern Virginia Cigarette Tax Board

There being no further business, Council Member Lawson made a motion to adjourn the meeting, Council Member Hodge seconded the motion with all Council Members in favor. The meeting adjourned at 8:45pm.

Karen Roberts, Clerk of Council

Gene Teague, Mayor

(Copies of handouts are in meeting folder in City Manager's Office)